

## BI-WEEKLY PACIFIC BLUEFIN TUNA DEALER REPORT INSTRUCTION SHEET

Pursuant to regulations governing dealer recordkeeping and reporting for the Pacific bluefin tuna (PBT) fishery (50 CFR Parts 300 and 635), bluefin tuna dealers are required to submit bi-weekly\* reports to the Regional Director on forms supplied by the National Marine Fisheries Service (NMFS). Bi-weekly reports must be postmarked and mailed within 10 days after the end of each two-week reporting period in which Pacific bluefin were imported or exported.

Please use this instruction sheet as a guideline to complete the bi-weekly report by entering the requested data in the appropriate column for each case in which Pacific bluefin were imported or exported.

- (1) **Two-week Reporting Period:** Indicate the two-week period for which you are reporting import or export of PBT. The first bi-weekly reporting period begins at 0001 hours on the first day of the month and continues through 2400 hours on the 15<sup>th</sup> day of the month. The second bi-weekly report begins at 0001 hours on the 16<sup>th</sup> day of the month and continues through 2400 hours on the last day of the month.
- (2) **Dealer:** Indicate the name of the dealer reporting import or export of PBT.
- (3) **Permit Number:** Indicate the dealer's permit number issued by NMFS.
- (4) **Person Filling Out Report:** Print or type the name of the individual who completes the bi-weekly report.
- (5) **Date of Landing:** Indicate the date the PBT was imported/exported.
- (6) **Tail Tag Number:** Indicate the serial number of the tail tag that is affixed to the PBT carcass, if appropriate.
- (7) **Bluefin Statistical Document Number:** Indicate the document number of the BSD that accompanied the fish when it was imported/exported.
- (8) **Condition:** Enter "Fresh" or "Frozen."
- (9) **Weight:** Indicate the weight, in kilos, of the PBT according to the form, either Round or Dressed, in which the carcass is purchased. NOTE: If the fish is tagged, enter the weight of only one PBT per row, using the appropriate sub-column.
- (10) **State and State Landing Document Number:** Enter state and state landing document number for PBT that are being exported.
- (11) **Destination:** Enter City and Country of final destination of PBT.
- (12) **Page Number:** Indicate the number of pages, if more than one form is used to complete a bi-weekly report. The page number and total pages should be noted, in sequence, at the bottom of the form.

\* Copies of each bi-weekly report should be maintained, by the dealer, for a period of two years from the date on which each report is submitted to the Regional Director.

Mail completed forms to: SW Region, NMFS, 501 West Ocean Boulevard, Suite 4200, Long Beach, CA 90802.  
Questions concerning the form may be directed to: SW Region, NMFS, (562) 980-4033; FAX (562) 980-4047.